



CONSERVATION PROGRAMS MANUAL (CPM)

440-V-CPM (Part 514)

Circular No. 01

SUBJECT: CPM - Wetlands Reserve Program (WRP) Management and Monitoring
Responsibilities

Purpose: To provide clarification and guidance on easement management and monitoring responsibilities and agency obligations to protect the integrity and enforceability of WRP easements.

Effective Date: This circular is effective upon receipt and will remain in effect until a final CPM (Part 514) WRP manual is released.

Background: While responding to various enforcement issues, the NRCS Watersheds and Wetlands Division (WWD) staff and the Office of the General Counsel have identified concerns regarding the integrity and enforceability of some WRP easements actions related to compatible use authorizations. In some instances, landowners have been provided verbal assurance that an activity is compatible without appropriate reviews and documentation. In other instances, when written authorizations have been provided to landowners, NRCS representatives failed to stipulate that the agency has the right to modify or cancel the use at any time. Other compatible use authorizations have been improperly recorded with the warranty easement deed. These errors compromise many of the rights and benefits which the agency had expended substantial Federal funds to acquire.

Additionally, Management Action Plans associated with two National Oversight and Evaluation Reports on WRP that identified program weaknesses associated with easement management, monitoring and restoration activities have been approved.

This information and guidance regarding compatible use authorizations, easement management and monitoring is being provided to protect the Federal wetland investment. This information should enable NRCS, in consultation with landowners and agency partners, to properly assess compatible use permit requests, identify new opportunities for hydrology restoration (including the extent of the restoration and micro-topography diversity), maximize wildlife benefits, and emphasize threatened and endangered species when they were part of the criteria for selecting the project.

- MORE -

DIST: CPM

Highlights include:

1. Clarification regarding NRCS responsibilities related to compatible use authorizations. A compatible use worksheet has been developed to conform with the information in this circular.
2. A WRP monitoring checklist has been developed for States to use while monitoring projects. The checklist includes a practice and cost worksheet to document additional funding needs identified during the monitoring process. A copy of the check list is attached.

Filing Instructions: File the attached pages in WRP materials released in April 1998 as indicated below:

Remove Pages	Insert Pages
514-51 through 514-56	514-51 through 514-56.5
514-105-514-110	514-105 through 514-110
514-123 and 514-124	514-123 and 514-124
514-194 and 514-195	514-194 through 514-195.5
Paragraph 514.91	Paragraph 514.91

Contacts: If there are questions about this circular, contact Bob Misso at (202) 690-0848 or Leslie Deavers at (202) 720-1067.



THOMAS A. WEBER
Deputy Chief for Programs

Attachment

514.20 Reserved Rights, Continued

c
**Public Drainage
System**
Continued

NRCS assumes full responsibility for the actions it takes in order to restore the easement or agreement lands. However, NRCS will not assume any responsibility that the fee owner or other holder of the public drainage rights may have for carrying out subsequent drainage responsibility of those that fall outside of the possessory interests that the United States has obtained through easement or contract.

NRCS recognizes that certain drainage impairments may be beyond the control of the fee landowner or others with an interest in the subject land.

Example: A beaver dam on the easement area causes water to back onto an adjacent landowner's property. The dam may need to be removed or otherwise modified so that the rights of the adjacent landowner are not adversely impacted.

NRCS may, to the extent possible, work with adjacent landowners and the fee landowner to facilitate actions to address specific problems. However, NRCS has no legal obligation to remedy the problem. The assistance may be in the form of any of the following actions:

- providing the fee owner with the permission to take specific actions on the easement or agreement area;
- providing the fee owner with the permission to have the adjacent landowner or another party enter the easement or agreement area to take specific actions; or
- NRCS may take action on the easement area to address the problem; or
- NRCS may offer to purchase a WRP easement on the adjacent landowner's property.

The party performing the corrective action shall follow recommendations and direction provided by NRCS. This policy does not provide authority to perform corrective actions, such as maintenance or drainage improvements, outside the easement area.

See subparagraph 5 14.1 l(i) for more information regarding the impact of existing public drainage systems on land eligibility.

514.21 Compatible Uses

a General

Landowners may request authorization from NRCS to use the easement area for certain purposes. The State Conservationist, in consultation with State Technical Committee, will establish guidelines for compatible uses. Only activities that are consistent with both the long-term protection and enhancement of the wetland and other natural values of the easement area may be authorized as compatible uses. Approved activities must continue to provide for the full array of habitat types for which the easement was established.

Since resource conditions change over time, NRCS cannot determine that any use is permanently compatible with the easement. Therefore, the landowner will not be assured of any specific level or frequency of such use that extends for the duration of the easement period, but rather will be authorized to conduct a compatible use for a specific period of time. All compatible use approval actions will stipulate that NRCS shall retain the right to modify or cancel the use at any time that NRCS determines the use to be in conflict with the protection and enhancement goals of the easement.

Compatible use documents are living documents subject to routine revisions and are not recorded with the Warranty Easement Deed (NRCS-LTP-20, or CCC-1255). However, all compatible use authorizations must be in writing.

NRCS will provide the FWS, CD and State wildlife agency the opportunity to provide on-site input. The case file must document the input provided by these partners. However, NRCS, in its sole discretion, will prescribe the details of the compatible use authorizations. All compatible use authorizations must be in writing.

Compatible use authorizations do not vest any right of any kind in the landowner. NRCS will not record or in any manner participate in the recording by others of compatible use authorizations in the land records. Likewise, compatible use authorizations will not be inserted into the warranty easement deed under the guise of a special provision.

Continued on next page

514.21 Compatible Uses, Continued

b Prescribing Compatible Uses

All compatible use authorizations must be in writing and supported by a technical determination in the case file that clearly documents the basis of activities considered to meet compatibility requirements. Consultation with the FWS, CD and State wildlife agency is a required part of each site-specific compatible use determination. As documentation for this consultation, the case file is to contain those materials provided by these entities or, where no input is provided, documentation to obtain their input.

A compatible use plan will be developed to specifically describe the allowed use in terms of

- activity,
- method,
- frequency,
- timing,
- intensity and
- duration.

The specific stipulations associated with any compatible use must clearly reserve to the United States the right to respond to changing vegetative successional patterns, surface hydrology, rainfall patterns, and the general response of the easement area to the restoration effort. Therefore, the following statement must be incorporated in any compatible use authorization.

‘NRCS retains the right to modify or cancel this compatible use authorization at any time if the NRCS determines that such activities do not further the protection and enhancement objectives of the easement, or that the landowner has failed to comply with specified terms and conditions. The landowner engages in such activities at his/her own risk. This authorization does not vest any right of any kind in the landowner. This authorization is null and void after the expiration date specified above. By signing this document, the landowner agrees to the terms described above and on any referenced documents’

Economic returns that are realized by the landowner during periods when these practices are allowed on the easement area are acceptable.

Exhibit 514.64 illustrates how authorizations will be used for carrying out compatible use activities.

Continued on next page

514.21 Compatible Uses, Continued

b
Compatible Use
Permits,
continued

The State Conservationist shall make the final determination of compatibility and is the NRCS responsible federal official accountable for all such determinations. The State Conservationist can delegate this responsibility to an Assistant State Conservationist, in which case both officials will be held accountable for the determination of accountability. Other agency personnel, at the state or field level, may develop the terms and conditions that are considered for final incorporation into a particular compatible use authorization.

Only an authorization executed by the State Conservationist or an Assistant State Conservationist will be recognized as an action of the agency.

State Conservationists shall establish an approval and tracking system of compatible use authorizations. A tracking system will clearly identify:

- the person requesting the compatible use.
- the conditions of the site when the compatible use was requested.
- a description of the land to be utilized.
- a statement of effect and compatibility.
- special conditions such as amount, method, timing, intensity, and duration.
- that NRCS, in consultation with the landowner, FWS, State Wildlife Agency, and Conservation District, has the right to review and revise or terminate compatible use authorizations.
- signatures of the landowner and NRCS representative issuing the authorization,

States will provide an annual report to the Director, Watersheds and Wetlands Division of compatible uses authorizations. This report will include the number of times a particular use was authorized, acres impacted and a description of such use.

NRCS will not record, or in any manner participate in the potential recording by others, of compatible use authorizations in the land records. Compatible use authorizations do not vest any right of any kind in the landowner.

Continued on next page

514.21 Compatible Uses, Continued

c

Acceptable

Compatible Uses

Compatible uses may include:

- hunting and fishing reserved rights as described in subparagraph 514.20(a).
- timber harvest where needed to manage the stand to achieve or protect optimum wildlife habitat and wetland functions and values especially for migratory birds and at risk species. Clear cutting is generally not a compatible wetland management practice but may be considered to the extent that stand regeneration needs require it.
- haying or mowing under certain conditions. See subparagraph (d).
- grazing to establish or maintain wildlife habitat and wetland functions and values. See subparagraph (e).
- maintenance of private drainage systems only if the activity does not adversely affect the functions and values of the wetland. (Refer to paragraphs 514.11 and 514.20)
- wildlife food plots under certain conditions. See subparagraph (f).
- other biological, chemical and mechanical practices needed to protect or enhance wildlife habitat and other functions and values of the wetland as approved by the State Conservationist in consultation with the State Technical Committee.

Continued on nextpage

514.21 Compatible Uses, Continued

d
**Haying or
Mowing
Requirements**

The United States reserves the right to prohibit such activity when it is not consistent with the protection and enhancement of the wildlife habitat and wetland functions and values. Haying or mowing, where applicable, must be scheduled and limited to:

once annually between July 15 and September 1. Grazing is not allowed in the same year that the easement area is hayed or mowed.

- ensure there is adequate regrowth of vegetation to provide winter cover and early spring nesting cover.
- ensure maintenance of adequate wildlife habitat quality and other wetland functions and values.
- areas where woody vegetation is not being established or maintained.

Exceptions: Exceptions to the timing and frequency of mowing and haying may be considered by NRCS. The evaluation shall include input from the FWS, State Wildlife Agency, and CD. Exceptions must also be in compliance with statewide program guidelines that may be established by the State Conservationist in consultation with the State Technical Committee. The decision shall ensure that the habitat needs of ground nesting bird species are fully protected and enhanced.

- mowing, for access to manage and maintain structures such as levee tops and nature trails, is allowed as determined by NRCS.

Continued on next page

514.21 Compatible Uses, Continued

e Grazing Requirements

Through the acquisition of the easement the United States acquires the right to vary the intensity and timing, or to terminate, if necessary, approved grazing plans to guarantee that optimum functional values of the easement are achieved. As wetland hydrology and adjoining land are restored and protected, the vegetation will change in composition and quality, which may necessitate grazing plan modification horn year-to-year.

The local NRCS representative, with input from the landowner, FWS, CD, and State Wildlife Agency, will develop grazing plans. The grazing plan must be in compliance with statewide program guidelines that may be established by the State Conservationist, in consultation with the State Technical Committee. Generally, grazing will only be permitted when:

- restoration of woody vegetation is not a component of the restoration plan.
- the grazing plan is developed to utilize vegetation to ensure the long term functioning of the easement area and to restore and maintain the native plant communities on these sites.
- it contributes to establishment and maintenance of wildlife habitat quality or other wetland functions and values.
- it minimizes adverse impacts on nesting birds and other wildlife and be timed to ensure adequate re-growth of vegetation for winter and spring habitats.

Grazing is not permitted in same year, on same acreage as haying and mowing.

514.21 Compatible Uses, Continued

f

Wildlife Foodplot Requirements

Wildlife foodplots are permitted under the following conditions:

- the food plot is deemed necessary to complete the planned functions and values of the easement area.
 - wildlife food plots cannot be harvested as a commodity crop.
 - location, configuration, and spatial arrangement and other details are described for the specific site.
 - food plots shall be limited to not more than five (5) percent of the total acreage of the easement.
 - food plots in forested wetlands will be located or configured as to minimize habitat fragmentation.
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11/1/99

November, 1999)

514.47 Easement Management and Monitoring

a
Purpose

With the acquisition of the conservation easement, NRCS is making a long-term commitment to restore and maintain the easement and its biological functions and values in accordance with the goals and objectives of WRP.

Continued on next page

514.47 Easement Management and Monitoring, Continued

b Responsibilities for Easements

For all easements recorded on:

- ASCS Form 897, the landowner has management responsibilities.

Note: Most easements were recorded using ASCS Form 897 in WRP Program Years 1992 and 1994.

- Form NRCS-LTP-201 CCC-LTP-20, or CCC-1255, NRCS has management responsibilities. NRCS may enter into agreements with the landowner, Federal or State agencies, conservation districts, or other cooperating partners to assist with easement management and monitoring.

Final approval for repair, maintenance, or replacement of any practice, whether or not the practice life expectancy has expired or if the practice was damaged by a major storm or other natural disaster, will be the responsibility of the State Conservationist.

c Delegating Management and Monitoring Responsibilities

NRCS may delegate all or part of the management, monitoring and enforcement responsibilities under this easement to any State or Federal agency that the NRCS determines to have the appropriate authority, expertise and resources necessary to carry out such delegated responsibilities.

Making such arrangements for assistance from other agencies should be actively pursued. However, when such arrangements are being contemplated, the views of the landowner will be fully considered. State or Federal agencies may utilize their general statutory authorities in the administration of any delegated management, monitoring or enforcement responsibilities for the easement. The authority to modify or terminate the easement is reserved to the Secretary of Agriculture.

Continued on next page

514.47 Easement Management and Monitoring, Continued

d Land Ownership Verification

Determining ownership changes is often difficult. Land is often sold on a contract-for deed, and many sales of this type may not be recorded. Some States are now requiring all contracts that affect land to be recorded. The County tax assessor may be the best source of information, because that office records the name of the individual paying the property taxes. Other agencies such as Rural Development or FSA may also have this type of information.

On an annual basis the ownership of the land encumbered by the easement will be verified.

Ownership Determination	Action
Ownership interest as changed	Contact and provide new owners with a CODV of the warranty easement deed and plan of operations. See sample letter in Exhibit 514.68 Explain the terms and conditions of the easement and plan of operations. Note: If personal contact is not possible, a certified receipt return letter should be used and records kept of the contact.
Ownership interest has not changed	When the ownership interest remains the same as the previous year, send a letter reminding the owner that the easement is still in effect and it is being monitored by NRCS. See sample letter in Exhibit 514.68.

e Notifying Landowner of Upcoming Inspections

Landowner(s) will be notified prior to each inspection of the easement area. See sample letter in Exhibit 514.68. When a site visit is being planned to the easement area, contact the landowner and offer an opportunity to participate. To the extent practicable, the inspection schedule should meet with the landowner desires. However, site visits should be scheduled in conjunction with other field activities, thus avoiding the need for a specific field trip independent of other field activities in the vicinity of the easement.

Continued on next page

514.47 Easement Management and Monitoring, Continued

f
Inspecting the
Site for Easement
Violations

All easements will be inspected annually for violations. An easement violation is any unauthorized use of the site, such as encroachment, cropping, dumping trash, petroleum exploration or extraction, etc.

At a minimum, on-site inspections will be completed every third year unless a violation is found. On-site visits consist of walking the easement boundary and confirming that the interior of the easement site is not being used for unauthorized purposes and verifying that the easement boundaries are still clearly marked as described in paragraph 514.31.

In the years when there is no on-site inspection, the evaluation will be by slides, satellite imagery, aerial photography, etc. The technique selected must be appropriate to allow the integrity of the easement to be assessed.

When a violation occurs, on-site visits will be conducted once every six months, for a period of 18 months after the violation has been resolved.

Waivers for variances of the on-site inspection frequency can be obtained with approval of the National Program Manager and OGC.

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514.47 Easement Management and Monitoring, Continued

g **Monitoring** **Provisions**

Monitoring WRP restoration sites is necessary to ensure that full wetland functions and values are achieved and maintained. Staff and partners knowledgeable about wildlife habitat, wetland restoration and wetland functions and values must participate in site monitoring. Landowners should be encouraged to attend.

The information obtained through the monitoring process will be used to assess the effectiveness of the restoration activities, and to modify restoration plans and request funding for operational and maintenance activities when applicable. All maintenance activities must continue to maximize wildlife benefits.

Sites will be visited annually until all conservation practices are successfully established. After establishment, the sites will be monitored annually with an on-site visit or remote sensing. On-site visits will occur at least once every three years. Frequent monitoring will allow NRCS to adjust restoration plans to address program objectives. A WRP Monitoring Checklist is required to be completed each year. The monitoring checklist identifies the minimum monitoring requirements necessary to ensure the integrity of the easement is being maintained. State Conservationists have the authority to expand the checklist to include State specific resource concerns. Responses to questions on the check list should be thoroughly documented. See Exhibit 514.91 for the monitoring checklist.

Remote sensing inspections should identify the presence or absence of obvious stresses that would impact vegetation or hydrology. An on-site visit may be determined necessary after the remote sensing inspection.

Continued on next page

514.47 Easement Management and Monitoring, Continued

Monitoring Provisions

In addition to administrative information associated with land ownership and ensuring that the easement boundary is clearly marked, the following is a list of the minimum monitoring requirements that will be recorded **on** the checklist:

Item	Requirement
1	Photographs will be taken during each on-site visit from designated photo points to document restoration progress.
2	Verify that easement conditions are being met (e.g., no encroachment, dumping, cropping, etc.).
3	Determine whether compatible use authorizations are being followed.
4	Compare planned and actual hydrologic conditions. Determine whether: <ul style="list-style-type: none"> • water control structures are in place and functioning properly, and • if plans need to be modified to maximize hydrologic restoration.
5	Determine whether migratory bird objectives are being met.
6	If threatened and endangered species were part of the selection criteria, or they can occur on the site, determine if their habitat has been restored.
7	Compare planned and actual vegetation. Is the desired vegetation being established? Determine if noxious or invasive species are a problem.
8	Determine whether restoration practices are being properly operated and maintained.
9	Compare planned and actual wildlife habitat conditions to determine whether adjustments are required to maximize wildlife benefits.
	Identify landowner or partner concerns.
11	Document findings including: <ul style="list-style-type: none"> • Deficiencies achieving full restoration of functions and values; • Modifications, improvements and maintenance needs; and • Estimated costs necessary to make modifications, improvements and maintenance. Note: Any adjustments must continue to maximize wildlife benefits.
12	Other items as determined by the State Conservationist.

Note: Remote sensing inspections should identify the presence or absence of obvious stresses that would impact vegetation or hydrology. An on-site visit may be determined necessary after the remote sensing inspection.

SUBPART I - Exhibits

514. 51	WRP Final Rule
514. 52	Application for Payment
514. 53	WRP Database Information Required by NHQ
514. 54	Reserved for sample cooperative agreements
514. 55	Completing AD-894, Request for Cropland Waiver
514. 56	Application for Long-Term Contract Assistance, NRCS-LTP-1 or CCC-1250
514. 57	Option Agreement to Purchase and Option Agreement to Purchase Amendment
514. 58	Sample Ranking Criteria (Oklahoma, Iowa, California)
514. 59	Sample Preliminary Restoration Plan
514. 60	Reserved
514. 61	Highly Erodible Land and Wetland Conservation Determination, NRCS-CPA-026E
514. 62	Nationwide Permit No. 27
514. 63	Warranty Easement Deed
514. 64	Compatible Use Authorization Document
514. 65	Subordination Agreement and Limited Lien Waiver
514. 66	Preliminary Certificate of Inspection and Possession
514. 67	Hazardous Substance Examination Checklist
514. 68	Sample Letters: <ul style="list-style-type: none">• Contacting a New Landowner• Annual Letter to Participants• Notification of On-Site Visit• Notification of Easement Violation• Cover Letter Certifying Eligibility• Letter to FSA Authorizing Payment• Notification of Tentative Acceptance for Cost-Share Agreements, 30 Year Easements and Permanent Easements
514. 69	Eligibility Determination Letter
514. 70	Intention of Landowner to Accept a Lesser Amount
514. 71	Notification of Intent to Continue
514. 72	Sample Instructions to Appraiser
514. 73	Sample Order for Closing Services (Louisiana)
514. 74	Sample Closing Instructions Letter
514. 75	Procedures for Preparing Boundary Descriptions
514. 76	Note to File Establishing Accuracy of Boundary Description
514. 77	
514. 78	Certificate of Use and Consent, NRCS-LTP-23
514. 79	Sample Preliminary Title Opinion
514. 80	Reserved
514. 81	Final Certificate of Inspection and Possession, NRCS-LTP-22
514. 82	Sample Final Title Opinion
514. 83	Tax Information Handout
514. 84	Sample Legal Descriptions
514. 85	WRP Restoration Cost-Share Agreement Special Provisions
514. 86	WRP Restoration Cost-Share Agreement Violations
514. 87	Letter of Acceptance for Restoration Cost-Share Agreements
514. 88	Long-term Contract, NRCS-LTP-002 and CCC-1251
514. 89	Sample Easement Violation Worksheet

514.90	Reserved for Sample Final Restoration Plan	
514.91	WRP Monitoring Checklist	
514.92	FSA Program Codes	
514.93	FOCS/WRP Relationship Matrix	
514.94	WRP Sign and Boundary Marker	

514.63 Warranty Easement Deed, Continued

Acknowledgment

In the state or commonwealth of _____, County, Borough or Parish of _____, on this _____ day of _____, 19____, before me, the undersigned, a Notary Public in and for said jurisdiction, personally appeared

_____ to me known to be the person(s) described in and who executed the foregoing instrument, and acknowledged that _____ executed the same as ___ free act and deed,

IN TESTIMONY WHEREOF, I have hereunto my hand and Notarial Seal subscribed and _____ in said jurisdiction, the day and year above written.

(NOTARIAL SEAL)

Notary Public

My Commission Expires:

This instrument was drafted by the Office of the General Counsel, U.S. Department of Agriculture, Washington, D.C. 20250-1400.

OMB DISCLOSURE STATEMENT

Public reporting burden for this collection of information is approximately (60) minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Agriculture Clearance Office OIRM Room 404-W, Washington, D.C. 20250; and to the Office of Management and Budget, Paperwork Reduction Project (OMB No. 0578-0013), Washington, D.C. 20503.

514.64 Compatible Use Authorization Document

a
Instructions

The policy regarding compatible use authorizations is located in paragraph 514.21.

Item	Description
County	Enter the name of the county where the easement property is physically located.
Contract Number	Enter the full contract number.
Authorization Number	Enter the appropriate number assigned by the appropriate NRCS official.
Expiration Date	Enter the date the authorized use expires.
A	Enter the name of the person responsible for implementing the compatible use activities.
B	Enter "yes" or "no" as appropriate.
C	Provide a brief statement regarding the objective of the compatible use or why it is needed.
D	Enter a description of the location for the authorized use. Attach a copy of a map showing the location of the approved activity.
E	Briefly describe conditions of the site before the compatible use is authorized.
F	Describe how the compatible use will effect existing conditions and why it is compatible with the WRPO.
G	Identify any special conditions, specifications, and other details, including information regarding consultation with FWS, CD or State wildlife agency.
<p>Attachments to the form may include the following:</p> <ul style="list-style-type: none">• Location map as required in D above.• Information provided by FWS, CD, or State wildlife agency Attach any materials supporting or not supporting the compatible use request. If no input is provided, document NRCS efforts to obtain their input.• Detailed description of the compatible use activities. <p>If the compatible use activity is related to timber removal, a plan addressing this activity has been developed with input by a forester and a wildlife biologist working for NRCS or a partner or federal agency.</p> <p>Each attachment must have the contract number and compatible use authorization number.</p>	

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514.64 Compatible Use Authorization Document, Continued

Blank document attached

Natural Resources Conservation Service

WRP COMPATIBLE USE AGREEMENT

County:	Contract Number	Expiration Date:
	Authorization Number:	
A. Person Responsible for Agreed-To Activities (Name, Address, & Tel No.)		
B. Is this authorization assignable to subsequent landowner(s)? YES <input type="checkbox"/> NO <input type="checkbox"/> (NRCS Initial Block)		
C. Purpose:		
D. Location Description (Attach a copy of map showing approximate area of compatible use.):		
E. Beginning Condition of Site:		
F. Statement of Affect & Compatibility:		
G. Special Conditions, Specifications and Other Details Including Information From Consultation with FWS, CD and State Wildlife Agency.		
<p>NRCS retains the right to modify or cancel this compatible use authorization at any time if the NRCS determines that such activities do not further the protection and enhancement objectives of the easement, or that the landowner has failed to comply with specified terms and conditions. The landowner engages in such activities at his/her own risk. This authorization does not vest any right of any kind in the Landowner. This authorization is null and void after the expiration date specified above. By signing this document, the landowner agrees to the terms described above and on referenced documents.</p>		
Recommended (NRCS Signature, Title, Date)		
Landowner or Representative (Signature, Date)		
Approved (NRCS Signature, Title, Date)		

WRP MONITORING CHECKLIST

The purpose of monitoring is to ensure compliance with easement requirements, evaluate restoration progress, determine what repairs or enhancements are needed to ensure maximum wetland/wildlife benefits, and to maintain contact with landowner. Staff familiar with wetland restoration, management and wildlife should collect the information. Partners with technical expertise should participate in monitoring activities. Monitoring is conducted annually and at least once every three years the reviewers must visit the site.

Review Date _____ Landowner _____

Contract Number _____ Name _____

Reviewer(s) _____

Take photograph from designated photo points when doing on-site monitoring

Has ownership changed? *Yes No If yes, were easement requirements reviewed with new owner? Yes No*

Was landowner present during this review? *Yes No*

Is easement boundary clearly marked and identifiable? *Yes No If no, what actions are needed? Evaluate condition of easement boundary markings at least once every three years.*

Are easement conditions being met (e.g., no encroachment, dumping, cropping, etc.)? *Yes No If no, describe and document with photographs.*

Are compatible use authorizations being followed? *Yes No If no, describe and list corrective measures*

Is planned hydrology present? *Yes No If no, what actions are needed? Complete the Practice & Cost Worksheet.*

Are migratory bird (i.e., shorebird, waterfowl, neotropical songbirds) program objectives being achieved? (e.g., adequate hydrology at the appropriate time, nesting cover, etc.) *Yes No If no, what modifications are necessary? Complete the Practice & Cost*

WRP MONITORING CHECKLIST

If Threatened and Endangered species were part of selection criteria, have their habitat elements been restored? Yes No *If no, what modifications are necessary? Complete the Practice & Cost Worksheet*

Are planned vegetation restoration goals being achieved? (e.g., desired vegetation being established, control of invasive or noxious species) Yes No
If no, what modifications are necessary? Complete the Practice & Cost Worksheet; If noxious weeds are present, remind landowner of their responsibility as identified in the Warranty Easement Deed, Part IIB Noxious plants and pests. Offer to provide assistance to develop and approve a plan to control the noxious plants or pests.

Are restoration practices being properly operated and maintained? Yes No
If no, what maintenance is needed? Complete the Practice & Cost Worksheet.

Are there opportunities to enhance wildlife habitat components? Yes No *If yes, identify and complete the Practice & Cost Worksheet?*

Does the landowner have any concerns or suggestions for improvement of the easement? Yes No *If yes, describe concerns.*

Identify concerns or suggestions from partners involved with the restoration and management of the easement area.

Additional Observations

WRP MONITORING CHECKLIST

Practice and Cost Worksheet

Practice	Practice Code	Specific Need	Amount/Acres	Cost

514.91 Monitoring Checklist

Blank checklist is attached